

Vice President and Academic Dean, Catholic Theological Union Position Description

The Vice President and Academic Dean is vice president of the Corporation and vice president and academic dean of Catholic Theological Union (CTU). As such, the Vice President and Academic Dean engages with faculty, staff, students, and the Board of Trustees as the chief advisor to the President, responsible to the President for oversight of all academic programs and activities of CTU.

The Vice President and Academic Dean reports directly to the President. The Vice President and Academic Dean serves: as an *ex officio* member of the Leadership Council; as a member of the faculty of CTU with full faculty status; as *ex officio* chairperson of the Faculty Assembly; and as an *ex officio* member of the Academic Affairs and Student Affairs Committees of the Board of Trustees.

Vice President and Academic Dean, Catholic Theological Union Qualifications

The minimum qualifications for the position of Vice President and Academic Dean of Catholic Theological Union (CTU) are:

- a doctorate in theology or related discipline from an accredited institution;
- an established record of scholarly research, publication, and other professional activities consistent with the standards for faculty at CTU;
- teaching experience, preferably in the context of graduate theological education, with knowledge of innovative pedagogies;
- an appreciation for the mission of CTU combined with an understanding of the evolving nature of graduate theological education in the context of a changing Church;
- a record of effective academic administrative leadership experience, preferably in the context of graduate theological education;
- a demonstrated commitment to diversity, equity and inclusion;
- a deep understanding of interculturality, and appreciation for the value of interreligious and ecumenical dialogue;
- a skilled communicator and adept facilitator, capable of building and nurturing strong relationships and fostering collegial discernment;
- a strategic thinker with proven experience in the implementation of a strategic plan; and
- a discernable financial acumen.

Vice President and Academic Dean, Catholic Theological Union Responsibilities

In adherence to principles and best practices of shared governance, the Vice President and Academic Dean performs the duties designated by the President and approved by the Board of Trustees. These duties include but are not limited to:

- ensuring the quality and integrity of the academic life of CTU in accordance with its institutional mission and vision by exercising executive oversight and management of the curriculum, all degree programs, and all other academic programs and activities;
- directing, coordinating, and supervising all program directors, department chairs, and committees of the faculty;
- supervision of the faculty on academic matters, including oversight of recruitment, development, and evaluation of members of the faculty;
- representing appropriate faculty concerns to the President and the CTU Leadership Council;
- maintaining the academic calendar, and publishing of all course schedules and descriptions;
- providing CTU students with the institutional resources necessary for their academic, personal, and spiritual growth and well-being;
- representing CTU at appropriate academic, civic, and ecclesiastical events;
- representing CTU to the Association of Theological Schools and the Commission on Accrediting as CTU's Chief Academic Officer; and
- fostering, maintaining, and pursuing appropriate partnerships with other mission-related institutions and organizations, as the President may direct.

Vice President and Academic Dean, Catholic Theological Union Leadership Qualities and Attributes

The Vice President and Academic Dean should exemplify outstanding leadership by:

- exuding passion for, and a deep commitment to, the mission and vision of CTU;
- personifying an aptitude for working collegially and collaboratively with faculty, staff, students, other members of the Leadership Council, Board of Trustees and members of the Corporation to advance the mission and vision of CTU;
- demonstrating a profound appreciation for the richness of Roman Catholicism, and especially the importance of consecrated life, religious priesthood, and the lay apostolate;
- embodying and encouraging creativity and innovation, especially in the context of the fiscal and pedagogical challenges germane to higher education institutions the size of CTU;
- exemplifying a commitment to the recruitment, retention, development, and flourishing of a diverse and inclusive faculty; and
- demonstrating the ability to make difficult decisions with a combination of prudence, courage, and, above all, compassion.

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Application Process**

The search committee will begin to review applications immediately. To assure full consideration, applications should be received by Friday, February 4, 2022, and must include the following documents: a letter of interest succinctly addressing the desired qualifications and attributes; curriculum vitae; and five professional references with email addresses and telephone numbers.

References will not be contacted without prior authorization from the candidate.

Application materials should be sent electronically, in PDF format, to VPDeanSearch@ctu.edu

Nominations, self-nominations, or inquiries are welcome, and should be directed to VPDeanSearch@ctu.edu. All nominations and inquiries will be confidential.

Additional information about Catholic Theological Union can be found at ctu.edu.